



Arizona Department of Education
Standards and Accountability
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MEMORANDUM

TO: School District and Charter School Officials
FROM: David R. Garcia, Ph.D., Associate Superintendent
DATE: November 05, 2002
SUBJECT: Revised Timeline for Arizona LEARNS Requirements

The achievement profile process was completed on November 01, 2002. Therefore, the timeline for underperforming schools to complete the school improvement requirements pursuant to A.R.S. § 15-241 (Arizona LEARNS) has been revised as follows:

Please make note of the following timeline revisions:

By the revised date, all Arizona public elementary and secondary school districts and charter holders with a school that was designated as *Underperforming* either on October 15, 2002 or November 01, 2002 shall for each respective school:

- **By November 29, 2002**

District governing boards must provide written notification of the school's designation to each residence within the attendance area of the school.

Charter holders must notify the parents of the students attending the school of the classification.

- **By January 29, 2003**

District governing boards must submit the School Improvement Plan (SIP) to the Superintendent of Public Instruction.

Charter Holders must submit the School Improvement Plan (SIP) to the Superintendent of Public Instruction and present the SIP to the charter sponsor at a public meeting.

- **By March 1, 2003**

District governing boards must hold a special public meeting in each respective school to present the respective improvement plan.

For details regarding Arizona LEARNS statutory requirements, including public notification and meetings, please see A.R.S. § 15-241.

For details regarding the School Improvement Plan, please see the Arizona Department of Education website at www.ade.az.gov/azlearns.

For Title I school guidance, please see the Arizona Department of Education website at www.ade.az.gov/azlearns.

Thank you for your attention in this matter.